

COUNCIL ON HOUSING
Public Session
Huling Cove Community Building
Lewes, Delaware
August 11, 2010

Action Items

- Ms. Brockenbrough to provide a copy of the HOPWA program guidelines to Mr. White.

Motions

- Approval of June 9, 2010 Minutes.

Presentations

- Community Development by Kim Brockenbrough.

Important Dates

- September 1- Loan Review Committee meeting.
- September 8 – Council meeting.

John Walker, Chair, called to order the Public session of the Council on Housing at 2:02 p.m. on August 11, 2010. In addition to Mr. Walker, the following Council members were present:

Anita Auten	Ralph Peters
Pat Batchelor	Ruth Sokolowski
Hugh Leahy	Vincent White
Connie Louder	Norma Zumsteg

The following Council members were absent and excused from the meeting:

Russ Huxtable	Donna Mitchell
---------------	----------------

Also attending:

Lynda Blythe, Administrative Specialist III, Delaware State Housing Authority (DSHA)
Kim Brockenbrough, Director, Community Development, DSHA
Jerry Jones, Housing Finance/Development Administrator, DSHA
Matt Heckles, Director of Policy and Planning, DSHA
Timothy McLaughlin, Deputy Director, DSHA

Guests present:

George Danneman, The Danneman Firm, LLC
Gina Miserendino, Delaware Housing Coalition (DHC) Advocate
Max Timmons, The Danneman Firm, LLC

APPROVAL OF MINUTES

Ms. Sokolowski moved that the Minutes of June 9, 2010 be approved as written. Ms. Batchelor seconded the motion which was unanimously approved.

DSHA REPORT

Mr. McLaughlin reported:

- DSHA Strategic Planning:
 - DSHA senior staff and key personnel retreat was held August 6, 2010.
 - Retreat topics were DSHA's FY 2010 progress and accomplishments and planning for FY 2011 and FY 2012.
 - Details of the retreat will be given to the Housing Policy Committee.
 - A final version of the progress and planning report will be presented to the full Council at a later date.
- End of Legislative Session/beginning of new fiscal year:
 - DSHA received the requested \$4 million base budget; \$4.5 million in Preservation funds through the Bond Bill and \$250,000 for foreclosure prevention.
 - Two pieces of legislation that did not go through are: Universal Design and Gun Possession. DSHA expects these items to be brought before the legislature in 2011.

HDF STATEMENT REVIEW

The HDF statement (copy attached) was reviewed by Mr. Jones:

- 12 Tax Credit applications were received: six applications from non-profit and six from for-profit organizations, all requesting state funding in the amount of approximately \$10 million as well.
- Items #130 through 134 represent the five new Tax Credit ranked projects:
 - Bayard Plaza, #130, which is a new construction project.
 - B'nai B'rith, #131, Canterbury Estates, #132, and Greenside Manor, #133, are all preservation projects.
 - Hampton Circle, #134, is a non-profit new construction project.
- Staff is now underwriting the loan requests.

The second round of HDF applications closed July 31st, per Mr. Jones, with the following received:

- 16 non-profits applied: seven housing grant applications totaling \$1.4 million, six administration grants totaling \$500,000 and three loan applications totaling \$1.1 million.
- There is \$1.75 million available semi-annually and \$3 million has been requested.
- Applications are now being ranked.
- It is anticipated that six to nine applications will be presented to Council in the fall.

DSHA COMMUNITY DEVELOPMENT PRESENTATION

Ms. Brockenbrough gave a PowerPoint presentation (copy attached) on the Community Development section of DSHA giving an overview of its various programs, efforts and achievements.

On-going programs:

1. Community Development Block Grant (CDBG) (their largest program).
2. Emergency Shelter Grants (ESG) (renamed Emergency Solutions Grant).
3. Housing Opportunities for Persons with AIDS (HOPWA).
4. Step-Up.
5. HOME Program.

Stimulus programs:

1. Neighborhood Stabilization Program (NSP).
2. Community Development Block Grant-Recovery (CDBG-R).
3. Homeless Prevention and Rapid Re-housing (HPRP).

Other areas of effort:

1. Coordination of Delaware's Five-Year Consolidated Plan for Housing and Community to HUD and annual Action Plan updates.
2. Coordination of the Consolidated Annual Performance and Evaluation Report (CAPER).
3. Offender Re-entry.

Among the achievements itemized were:

1. Management of programs totaling over \$26 million.
2. HUD monitoring of NSP and CDBG resulted in no findings and only one concern.
3. Delaware's Five-year Consolidated Plan submitted to HUD for approval in May 2010.

Ms. Brockenbrough also noted the National Council of State Housing Agencies (NCSHA) presented Community Development awards for Step-Up and Photo Voice programs.

Mr. White asked Ms. Brockenbrough to provide him with a copy of the HOPWA program guidelines. Mr. White inquired about minority reporting regarding the NSP program. Ms. Brockenbrough responded that it is the responsibility of the various jurisdictions to track and provide this information to DSHA for reporting to HUD at a later date.

COMMITTEE REPORTS

LOAN REVIEW

There was no report for this month per Ms. Zumsteg.

OPERATIONS

Ms. Louder reported:

- Completed conflict of interest forms are due at this time.
- Upcoming presentations planned:
 - September – DSHA Asset Management.
 - October – Delaware Housing Coalition by Ken Smith.
 - November – DSHA Community Relations.
 - December – None.
- 2011 presentations will be more diverse (DSHA presentations will not be repeated) and the Housing Policy Committee will be consulted for their presentation suggestions.

HOUSING POLICY

The committee, Ms. Sokolowski reported, met with Bill Lecates, Director of Sussex County Community Development & Housing, regarding affordable housing needs for Sussex County. The committee's recommendations or discussion points will be presented at a future meeting.

COMMUNICATIONS

Mr. Leahy reviewed the draft Council on Housing Annual Report as of June 30, 2010 (copy attached) and solicited Council's comments. The committee anticipates the publishing of the report by September. Changes to be made to the draft are:

1. Page 8 – Recommendations for Changes in Law/Policy/Funding: Verbiage to the effect that "the Council's recommendations are based upon research of the State-wide Housing Needs Assessment 2008-2010" is to be added to the introductory (first) paragraph.

2. Page 9 – Exhibits: a \$ sign is to be inserted in the Loan Amount and Grant Amount headings of the FY 2010 YTD Approved HDF LOANS/GRANTS chart.
3. Page 12 - Appendix A: Ms. Auten's location should be listed as City of Wilmington. All other members' locations are to be changed from towns to counties except in the case of those residing in Wilmington which are to be shown as City of Wilmington.

Ms. Batchelor moved that the draft Annual Report be approved as written, recognizing that the Communications Committee should make any minor changes per the discussion today. Ms. Louder seconded the motion which the Council unanimously approved.

ADMINISTRATIVE MATTERS

Ms. Louder introduced the slate of officer nominations as follows: Ms. Zumsteg, Chair and Ms. Sokolowski, Vice Chair. Mr. Leahy moved that nominations be closed and the officers be elected as presented. Mr. Peters seconded the motion and the new officers were unanimously approved by Council.

Committee appointments will be made by Ms. Zumsteg at a later date.

OTHER BUSINESS

Ms. Miserendino distributed the "Housing Journal" and "Housing in a Hurry" publications which can be found on the DHC website.

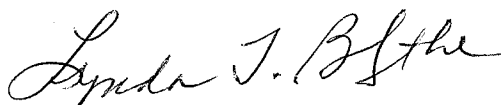
SCHEDULING OF NEXT MEETING

The next meeting will be held at 2:00 p.m. on September 8, 2010, in the Community Building at Liberty Court in Dover, DE. Mr. Walker has been asked to chair the meeting as neither Ms. Zumsteg nor Ms. Sokolowski will be in attendance. Mr. Peters also will not be attending the September meeting.

ADJOURNMENT

The meeting was adjourned by Mr. Walker at 3:30 p.m.

Respectfully submitted,



Lynda T. Blythe

Note: Copies of materials referenced as "attached" in these Minutes are available upon request.